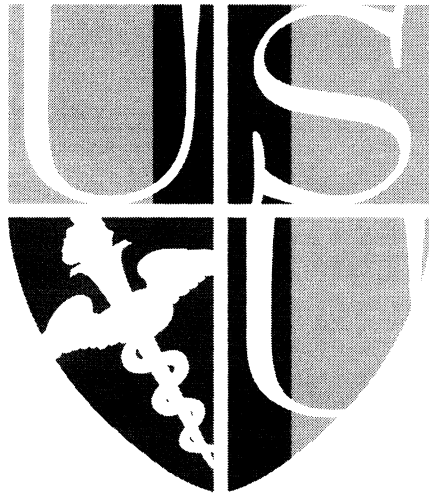


**USUHS  
INSTRUCTION  
4103**





# UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES

## SUBJECT: Material and Equipment in Corridors and Stairwells Instruction 4103

(EHS)

DATE: February 09, 1993

### ABSTRACT

This Instruction implements the Occupational Safety and Health Act requirements concerning Means of Egress. This section of the Act requires that there be adequate and clear means of egress from all occupied spaces. In addition to the safety of staff personnel the safety and efficiency of firefighters will be severely affected if hallways are not kept clear. This instruction establishes USUHS policy and responsibilities for compliance with the OSHA regulation.

**A. REISSUANCE AND PURPOSE** This Instruction reissues USUHS Instruction 4103<sup>a</sup> to:

1. Establish policy pertaining to the use of corridors, stairwells, and accessways for storage of materials and equipment in accordance with federal and local regulations.
2. Ensure corridors are an obvious and adequate means of egress in an emergency, provide adequate space through which emergency personnel and equipment can move, and to allow for the safe passage of people, goods, and materials during the normal use of the building.
3. Comply with OSHA regulations<sup>b</sup> and the NFPA Life Safety Codes<sup>c</sup>.

**B. REFERENCES.** References used in

this instruction are in the Enclosure.

**C. BACKGROUND.** The USUHS was designed and constructed in accordance with criteria established by DoD Manual 4270.1-M<sup>d</sup> for universities and educational institutions. The corridors and stairwells were designed to accommodate the passage of routine faculty, staff, and student traffic. There are restrictions on locating operating mechanical equipment and combustibles in passageways<sup>e</sup>. The means of egress from corridors and stairwells cannot be obstructed. Obstructions include physical barriers to the designed traffic flow, restrictions that significantly limit the amount of traffic, items that generate smoke in the event of a fire, or situations where the direction of egress is obscured. Few exemptions to these restrictions are allowed and usually involve the placement of vending machines and copy machines.

Chairs are not allowed in hallways or corridors.

**D. APPLICABILITY.** The provisions of this Instruction apply to all departments, divisions, and activities within the Uniformed Services University of the Health Sciences (USUHS) buildings located on the National Naval Medical Center complex.

**E. POLICY.**

1. The fundamental principle of the fire safety codes is to provide for a safe and adequate means for egress from buildings in the event of an emergency. Regulatory agencies (OSHA) and fire inspectors interpret this to mean no material can be stored or equipment operated in any corridor or hallway, even when the halls or corridors exceed the code-specified minimum widths. It is the policy of the USUHS to ensure that all corridors are maintained in accordance with applicable federal and local regulations. **Accordingly, no material will routinely be stored in corridors, hallways, or stairwells.**

2. Exceptions to this policy will not be allowed unless the proposed storage is investigated by EHS and specifically approved by the Executive Safety Committee. Such exceptions are only granted on a temporary basis until appropriate storage can be arranged, only if all other alternatives have been considered, and only if the benefits from such storage significantly outweigh any increased risk to USUHS personnel. If temporary storage exists or is being considered, contact EHS for guidance. It is emphasized that such exceptions are expected to be a rarity.

**F. RESPONSIBILITIES.**

1. Environmental Health and Occupational Safety shall:

a. Conduct corridor inspections periodically to ensure only approved items are stored in corridors or hallways. Instances of unauthorized corridor storage will be brought to the attention of the responsible person for timely corrective action.

b. Inform the responsible party that immediate corrective action is necessary when the storage situation represents an immediate and substantial hazard.

c. Arrange for removal/relocation of the items to eliminate the hazard in those instances where action is not taken by the responsible party.

2. Department Chairpersons and Activity Heads shall:

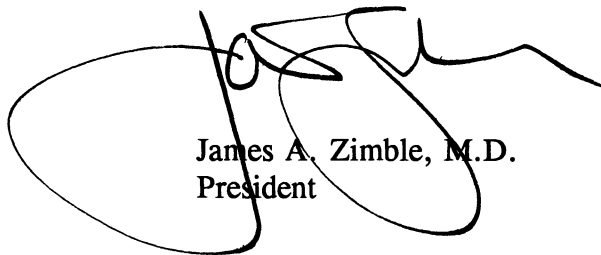
a. Ensure that their department complies with this instruction.

b. Respond in a timely manner to identified inappropriate hallway storage problems.

c. Request any exceptions to this policy through the USUHS Executive Safety Committee.

3. USUHS Executive Safety Committee shall review all requests for temporary or permanent hallway storage and recommend to the President, USUHS approval or disapproval of the request.

**G. EFFECTIVE DATE.** This Instruction is effective immediately.



James A. Zimble, M.D.  
President

Enclosure

1. References



Enclosure

**REFERENCES**

- (a) USUHS Instruction 4103, "Material and Equipment in Corridors and Stairwells," 5 July 1988 (hereby canceled)
- (b) 29 C.F.R. 1910.35-1910.38, Occupational Safety and Health Administration, Subpart E, "Means Of Egress"
- (c) National Fire Code, National Fire Protection Agency 101, "Code For Safety to Life from Fire in Buildings and Structures," 1985 Edition, Chapter 5, Means of Egress, and Chapter 28, Industrial Occupancies
- (d) DoD manual 4270.1-M, "Construction Agency," 1 June 1979